

# **Maintenance Assistant**

## **Volunteer Service Description**

### **Yuma Quartermaster Depot State Historic Park**

**Position Title:** Maintenance Assistant

**Service Summary:** The Maintenance Assistant is responsible for light building and grounds maintenance duties. There is a wide array of potential duties for this position. The volunteer may choose which among these duties they would like to conduct.

**Supervisors:** Park Volunteer Coordinator, Assistant Manager, and Maintenance Park Ranger II.

**Location:** Throughout the park.

**Requested Time Commitment:** 4 hours, one day per week.

**Training:** Volunteer Orientation and Maintenance Assistant Training.

#### **Specific Duties and Responsibilities:**

- Maintain xeroscape garden (the park's water conservation garden).
- Trim trees and shrubs.
- Mow lawn using a riding mower.
- Weed removal.
- Assist with maintaining a sprinkler and drip irrigation system.
- Paint projects.
- Wash windows.
- Sweep and clean parking lot.
- Repair plaster cracks.
- Repair adobe buildings.
- Clean display cases and viewports.
- Dust exhibit artifacts.
- Clean spider webs from buildings and lampposts.
- Clean outdoors interpretive signage.
- Clean picnic tables.

#### **Qualifications and Requirements:**

- Ability to learn basic principles of landscaping.
- Ability to learn basic building maintenance and repairs.
- Ability to operate light power tools.
- Ability to operate a riding mower and Gator (must have current driver's license).
- Ability to stand, bend, reach, and lift moderate weight (possibly up to 50 lbs.) with ease.

- Willingness to use proper safety equipment when necessary.
- Flexibility to work on special projects as necessary.

**Benefits of Service:** After 40 hours of volunteer service, the volunteer receives a Volunteer Park Pass, allowing them free, day-use entry to all Arizona State Parks for one year (excludes only Kartchner Caverns). As volunteer hours accrue, volunteers are rewarded for their dedicated service with other recognition items. In addition to formal recognition items, the park offers a wide variety of benefits to volunteers. Volunteers can expect to learn valuable skills, gain a better appreciation of the importance of Yuma's history, and form long-lasting friendships while on the job. Volunteers are also invited to an annual, potluck appreciation dinner.